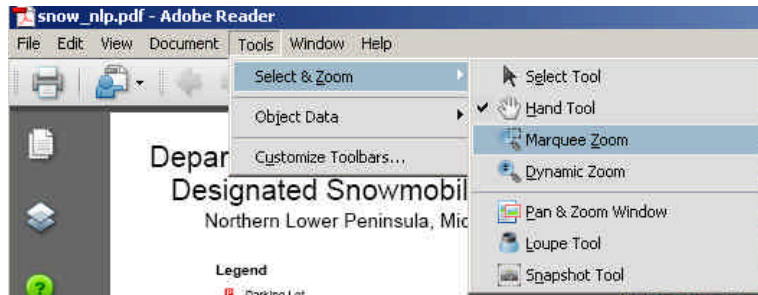


## Instructions for zooming into and printing regional maps.

In Internet Explorer, save the map to your computer by selecting File, Save.

Open the pdf map in Adobe Reader.

Select Tools, Select & Zoom, Marquee Zoom.

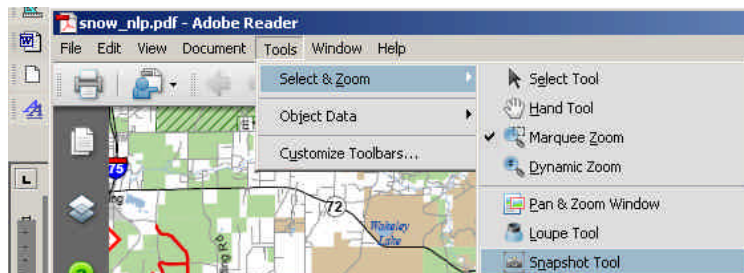


This will allow you to draw a box around an area to which you would like to zoom closer.

Draw a box around the area in which you are interested.

The screen will now show the area to which you zoomed.

Now you can select the area you would like to specifically print. Select Tools, Select & Zoom, Snapshot Tool.



Using the cross-hair tool, draw a box around the area you would like to have printed.

A window will appear informing you that the area you selected has been copied. Select the OK button in that window.


Because the area you selected has been copied, you can now print that area to the scale you zoomed.

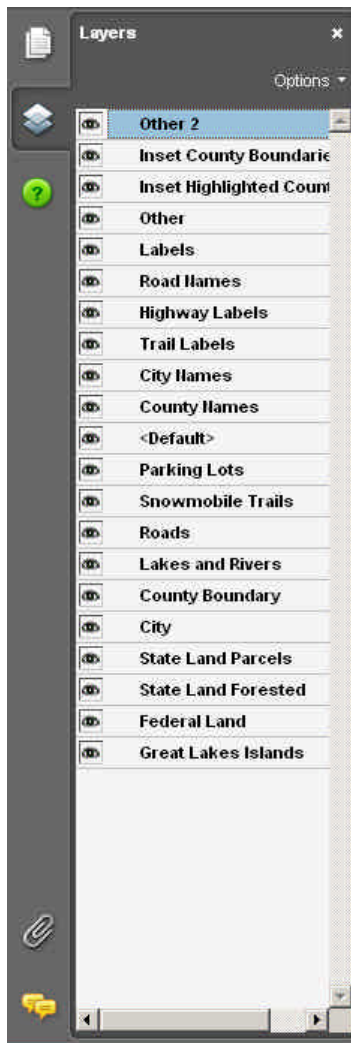
Select File, Print, and you will see only the area you selected appear in the print display window. Select OK to print the map.

**Note:** Unless you select the area including the scale bar, legend, north arrow, etc. those will not appear on your printed map.

## Instructions for turning off features (layers).

If you would like to print out a pdf map, but do not want to have all of the features printed, you can choose to turn some of them off.

After you open the map using PDF Reader, you will see a list of tabs or a few icons on the far left-hand side of the window depending on which version of PDF Reader you have on your computer. If you have the tab that reads “Layers”, select that. If you have icons select the  icon. This will display a list of layers on the left-hand side of the pdf map. You can turn the layers on and off by clicking on the eye adjacent to the layer name.



Note: When dealing with text labels on the map, due to the GIS software constraints, some of the labels will be in more than one layer. As an example, the names of the counties may be in both the County Names layer as well as the <Default> layer. The “Other” layers are the legend, north arrow, scale bar, etc. on the map.